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June 27, 2012

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE
TWO SOLE SOURCE AGREEMENTS FUNDED BY THE CENTERS FOR
DISEASE CONTROL AND PREVENTION COMMUNITY TRANSFORMATION
GRANT**

This is to notify you that I am exercising the delegated authority approved by your Board on October 18, 2011, to execute 16 sole source agreements for the estimated term of date of execution through September 29, 2012, with an option to extend thereafter for four additional one-year terms through September 29, 2016, contingent upon availability of funding, 100 percent funded by the Centers for Disease Control and Prevention (CDC) Community Transformation Grant, subject to review and approval by County Counsel, review and approval of any modifications or amendments to standard County insurance and indemnification provisions by the Chief Executive Office (CEO) Risk Management Operations, and notification to your Board and the CEO.

Under this authority, I will execute two sole source agreements, effective upon execution through September 29, 2012 (Year 1 Term), with an option to extend thereafter for four additional one-year terms effective September 30, 2012 through September 29, 2016 (Year 2 – 5 Terms), subject to availability of funds, with:

- 1) Los Angeles County Office of Education (LACOE) with a total maximum obligation of \$625,000 (\$125,000 per term); and
- 2) Los Angeles Unified School District (LAUSD) with a total maximum obligation of \$1,125,000 (\$225,000 per term).

Los Angeles County Office of Education

LACOE is a public agency that coordinates the educational efforts of various school districts throughout LAC and serves as an intermediate organization between local school districts and the California Department of Education. LACOE provides educational programs and services for teachers, administrators, parents, schools and school districts across LAC. This role enables LACOE to reach the target population that will be served under this proposed sole source agreement.

The primary goal of the proposed agreement is to increase the number of school districts implementing evidence-based physical education requirements and addressing tobacco prevention, use, and treatment for students with chronic disease risk factors. This will be accomplished through the development of new policies and/or strengthening existing tobacco use and enforcement policies targeting students in approximately 30 LAC school districts. These policies will then be advanced in conjunction with the implementation of evidence-based physical education requirements. LACOE staff will provide students, parents/guardians, and staff ongoing counseling and referrals to the California Smokers' Helpline and other cessation resources.

Los Angeles Unified School District

LAUSD is the largest public school system in California and has the largest student population which enables it to reach the target population that will be served under this proposed agreement.

The primary goal of the agreement is to expand LAUSD's professional development and peer mentoring program and smoking cessation services to: 1) provide a peer mentoring training program curriculum for teachers in up to 110 schools; and 2) develop new and strengthen existing tobacco use policies in up to 25 schools. The curriculum will highlight elements of wellness, train teachers to identify and refer students who use tobacco to smoking cessation resources, and implement new or strengthen existing obesity-related policies. The tobacco use policies: will prohibit the use and possession of tobacco products by students, increase access to and utilization of effective cessation services among high-risk youth, implement evidenced-based physical education requirements, and provide tobacco prevention education training to teachers.

Please be advised that, under the referenced delegated authority, your Board originally approved two separate sole source agreements with LAUSD for the services identified above. However, during contract negotiations, the services were combined under one agreement.

County Counsel has reviewed and approved the agreements as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:nmp
#02274-LACOE/LAUSD

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors